STUDENT HANDOUT June 2005





PROCESS ENLISTED ADVANCEMENT

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ENLISTED ADVANCEMENT REPORT

	Date of Report: 20100304 (2) V1 FULLY ELIGIBLE PROMOTION											
		(-)	(6)					(13) ADVANCEMENT				
(4) NAME	(5) SSN	CUF MOS	RRENT RANK	(7) BASD	(8) TIS	(9) DOR	(10) TIG	(11) PSS	(12) PHY CAT		TION NO	(14) REMARKS
MALTMAN SCOTT JOSEPH JOHNSON SHANNON REED RICHARD SAMPSON SHANNON	979-04-0217 979-75-3333 979-23-8829 979-01-0863	12B 42L 12B 92A	PV1 PV1 PV1 PV1	20091001 20091012 20091023 20091021	6 6 6	20091001 20091012 20091023 20091021	6 6 6	Y Y Y Y	A A A A	YES YES YES	NO NO NO	
(15) PV1 ELIGIBLE FOR PROMOTION WITH WAIVER												
TAYLOR, KIMBERLY	979-35-9899	96B	PV1	20091104	* 5	20091104	5	Y	A	YES	NO	
		(16) P	V1 NOT E	ELIGIBLE F	OR PR	OMOTION						
BUCHANAN DINO VIRGILIO	979-68-1213	12B	PV1	20090422	12	20090422	4	Y	A	YES	NO	ADVERSE ACTION
(17) Total Number of Soldiers Assigned 5	Total Allowance	with Wa	iver			ber of Soldiers Than Require			Total Wa	aivers Au	uthorize	d

Enlisted Advancement Report	UNCLASSIFIED
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FOR OFFICIAL USE ONLY PV2 FULLY ELIGIBLE PROMOTION

BAILEY JASON RAY	979-88-9948	12B	PV2	20090425	12	20091214	4	Y	Α	YES	NO
COUNCIL PATRICK	979-33-6395	62J	PV2	20090410	12	20091224	4	Y	A	YES	NO
DEVONISH JULIE	979-63-4437	77W	PV2	20090422	12	20091201	4	Y	Α	YES	NO
FORBES JOHN ANTHONY	979-11-3315	12B	PV2	20090412	12	20091112	4	Y	Α	YES	NO

PV2 ELIGIBLE FOR PROMOTION WITH WAIVER

No Soldier Data found for selected UIC

PV2 NOT ELIGIBLE FOR PROMOTION

No Soldier Data found for selected UIC

Total Number of Soldiers	Total Allowance with Waiver	Number of Soldiers with	Total Waivers Authorized
Assigned		Less Than Required TIS	
5	0	0	0

FIGURE 1 Cont.

Enlisted Advancement Report											UN	<u>NCLASSIFIED</u>
		PF	C FULLY	ELIGIBLE	PROM	IOTION						
		OI II	DENTE.									NCEMENT
27.12.57	997		RRENT	5.465				200			TION	D = 1 . D = 1 . D
NAME	SSN	MOS	RANK	BASD	TIS	DOR	TIG	PSS	PHY CAT	YES	NO	REMARKS
AKE ARTHUR ALAN	979-58-6708	12B	PFC	20080425	24	20091001	6	Y	A	YES	NO	
BEADLE DANIEL JEFFREY	979-88-3301	12B	PFC	20080412	24	20091001	6	Y	A	YES	NO	
DAVIS DEMARICO ARTWAN	979-82-9889	12B	PFC	20080401	24	20091014	6	Y	A	YES	NO	
GARCIA ALBERTO RAPHAEL	979-73-2323	12B	PFC	20080426	24	20091021	6	Y	A	YES	NO	
PFC ELIGIBLE FOR PROMOTION WITH WAIVER												
LENART JANUS RYSZARD	979-76-4351	12B	PFC	20080905	* 19	20100121	3*	Y	A	YES	NO	
STRELSKY RICHARD DERIK	979-13-9339	92Y	PFC	20080825	* 20	20091201	4	Y	В	YES	NO	
		PFC	NOT EL	IGIBLE FO	R PRO	MOTION						
CROSBY CHRISTOPHER JON	979-80-9091	12B	PFC	20071002	30	20090415	18	Y	A	YES	NO	WEIGHT CTL PRGM
MULLEN CHRISTOPHER MICHAEL	979-92-2182	12B	PFC	20070405	36	20080418	24	Y	В	YES	NO	APFT FAILURE
Total Number of Soldiers	Total Allowance	with Wa	iver		Number of Soldiers with Total Wa				Vaivers Authorized			
Assigned						Than Require	d TIS					
5	0				0				0			
(18) WILLIAM H. DORMAN CPT, AG COMMANDING	ALBERT D. BLA LTC, AG REVIEWING AU						*DENO	ΓES W <i>A</i>	JVER			

FIGURE 1 Cont.

EXPLANATION OF THE ENLISTED ADVANCEMENT REPORT

- 1) **UIC** Unit UIC
- 2) DATE OF REPORT The date the report was printed
- 3) FULLY ELIGIBLE PROMOTION Identifies all soldiers for a Rank that are eligible for promotion without a waiver.
- 4) NAME Soldier's Name
- 5) SSN Soldier's social security number
- 6) **CURRENT MOS/RANK** The MOS/Rank that soldier is holding at the time report is generated.
- 7) **BASD** Basic Active Service Date
- 8) **TIS** Time in Service
- 9) **DOR** Date of Rank
- 10) **TIG** Time in Grade
- 11) **PSS** Personal Security Status
- 12) **PHY CAT** Physical Category
- 13) **ADVANCEMENT ACTION** Commander will circle YES if the soldier is recommended for advancement or NO if the soldier is not recommended for advancement.
- 14) **REMARKS** Space allocated for comments.
- 15) **ELIGIBLE FOR PROMOTION WITH WAIVER** Identifies all soldiers for a Rank that are eligible to compete for a promotion with a waiver.
- 16) NOT ELIGIBLE FOR PROMOTION Identifies all soldiers that are not eligible to compete for promotion
- 17) **WAIVER ALLOCATION REPORT** Specifies number of soldiers assigned, total allowed with waiver, number of soldiers with less than required Time in service, and total waivers authorized.
- 18) AUTHENTICATION BLOCK Approval Authority Signature block

FIGURE 1-1

ELIGIBILITY CRITERA FOR ADVANCEMENT

ADVANCEMENT TO	AUTON	MATIC	W/WA	AIVER	
	TIS	TIG	TIS	TIG	
PV2	6 mths	-	4 mths	-	
PFC	12 mths	4 mths	6 mths	2 mths	
SPC	24 mths	6 mths	18 mths	3 mths	

Computing Waiver Allocation Table

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		PV2	(1) PFC	SPC/CPL
1.	(2) *TOTAL NUMBER OF SOLDIERS ASSIGNED AND ATTACHED	22	19	29
	Multiply Step 1 by percentage Indicated.	.20	.20	.17
2.	(3) TOTAL ALLOWANCE WITH WAIVER	4	3	4
3.	(4) NUMBER OF SOLDIERS WITH LESS THAN REQUIRED TIS	0 -	0 -	1
4.	(5) TOTAL WAIVERS AUTHORIZED	4	3	3

^{*}Only use SPC/CPL authorized strength when computing SPC waiver.

EXPLANATION OF THE WAIVER ALLOCATION REPORT

This report provides total allowance with waiver and the total waivers authorized based on current strength

- (1) **PV2/PFC/SPC/CPL** The rank of the individuals that the report was generated for.
- (2) **TOTAL** The number of soldiers assigned and attached for PV2/PFC and authorized for SPC.
- (3) **TOTAL ALLOWANCE WITH WAIVER** The maximum number of waiver allowable, this is derived from multiplying line 1 by the percentage as directed by HQDA. Example, have students look at the PV2 column, 22 X 20% = 4.4 or line 2.
- (4) **NUMBER OF SOLDIERS WITH LESS THAN THE REQUIRED TIS** The total number of soldiers previously advanced with a waiver but still do not meet the fully eligible requirement for that grade.
- (5) **TOTAL WAIVERS AUTHORIZED** The number of waivers authorized for the projected month, by subtracting line 3 from line 2.

FIGURE 3-1

COMPUTING WAIVER ALLOCATIONS

The Waiver Allocation Report is generated at the battalion or separate company level. Once produced it will provide a verifiable breakdown for determining allocations authorized. As a general rule you should understand how the computations are arrived at in order to verify accuracy of the generated report or make adjustments as necessary. See the Waiver Allocation Report as indicated below:

UIC: WAGSTO CURRENT MONTH: 0202

WAIVER ALLOCATION REPORT

*Total number of soldiers assigned	PV2	PFC	SPC/CPL
and attached.	25	33	74
Multiply Step 1 by percentage Indicated.	.20	.20	.17 (see note 1)
2. Total allowance with waiver	5	6.6	12.5 (see note 2)
3. Number of soldiers with less than required TIS.	6	3	8 (see note 3)
4. Total Waiver authorized.	0	3	4

^{*}Only uses SPC/CPL authorized strength when computing SPC waiver.

Note: 1. For Specialist, HQ's Department of the Army dictates the percentage. It is subject to change and is disseminated to the field each month with the promotion cut-off score message.

Note: 2. All figures to the right of the decimal are dropped. Do not round the figure up or down based on factions.

Note: 3. Soldiers who were advanced earlier who do not meet the TIS requirement for that grade.

Waiver Computations (Examples)

EXAMPLE: PV2 waiver allocation – There are twenty-two (22) PV2's assigned and three (3) PV2's attached. Six (6) PV2's have less than 6 months time in service (TIS):

```
22 (assigned)
+3 (attached)

25

25

x20% (HQDA Percentage Restriction)

5 = MAXIMUM ALLOWABLE
- 6 Assigned (PV2's WLT 6 months TIS)

0 TIS waiver allocations for advancement to PV2
```

EXAMPLE: PFC waiver allocation – There are twenty-eight (28) PFC's assigned and five (5) PFC's attached. Three (3) PFC's in the unit have less than 12 months TIS:

```
28 (assigned)
+5 (attached)

33

33
x20% (HQDA Percentage Restriction)

6.6 = 6 MAXIMUM ALLOWABLE (DROP 10<sup>TH</sup> OF A PERCENT)
- 3 Assigned (PFC's with less than 12 months TIS)

TIS waiver allocations for advancement to PFC
```

EXAMPLE: SPC/CPL waiver allocation – There are seventy-four (74) SPC/CPL's <u>authorized</u> to a unit and there are eight (8) SPC/CPL's in the unit with less than 24 months TIS. Remember this computation is based on the number of authorized specialists and not the number of assigned and attached specialists.

74 x17% (HQDA Percentage Restriction)

12.5 = 12 MAXIMUM ALLOWABLE

- 8 Assigned (SPC's with less than 24 months TIS)
 4 TIS waiver allocations for advancement to SPC/CPL

FIGURE 5 Cont.

DA 4187 ADVANCEMENT (WITHOUT WAIVER)

	Circle the appropria	Circle the appropriate copy designator				
Copy 1	Copy 2	Copy 3	Copy 4			

F	PERSONNEL ACTION For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER								
	DATA REQUIRED BY THE PRIVACY ACT OF 1974								
AUTHORITY:	Title 5, Section 301	2; Title 1	0, USC, E.O. 9397.						
PRINCIPAL PURPOSE:	PRINCIPAL PURPOSE: Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III).								
ROUTINE USES:	To initiate the proce	essing of	a personnel action being requested by the	ne soldie	er.				
DISCLOSURE:	Voluntary. Failure personnel action.	to provide	e social security number may result in a	delay o	r error i	n processing of the request for			
1. THRU (Include ZIP (Code)	2. TO	(Include ZIP Code)	3. FR	OM (Inc	clude ZIP Code)			
Commander		Comma			nander				
1/87th Infantry (Mech	1)		fantry Division			1/87th Infantry (Mech)			
ATTN: S1 Fort Drum, New Yorl	k 13843		Promotions Section rum, New York 13843	Fort I)rum, ľ	New York 13843			
,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,,			CTION I - PERSONAL IDENTIFICATION						
4. NAME (Last, First, I	NI)	OLC	5. GRADE OR RANK/PMOS/AOC			6. SOCIAL SECURITY NUMBER			
Byrant, Douglas			PFC / 11B1O			979-60-1632			
		SECTION	II - DUTY STATUS CHANGE (AR 600-	8-6)					
7. The above soldier's	duty status is change	d from_				to			
			h	ours, _					
		SECTIO	N III - REQUEST FOR PERSONNEL ACTI	ON					
8. I request the following	ng action: (Check as			0.1					
Service School (Enl			ecial Forces Training/Assignment		Identification Card				
ROTC or Reserve Cor			the-Job Training (Enl only)		Identification Tags				
Volunteering For Over	sea Service		esting in Army Personnel Tests		Separat	e Rations			
Ranger Training		-	assignment Married Army Couples		Leave -	Excess/Advance/Outside CONUS			
Reassignment Extrem	ne Family Problems	Re	classification		Change	of Name/SSN/DOB			
Exchange Reassignme	ent (Enl only)	Off	icer Candidate School	- ×	Other (Specify) Advancement to (Enter				
Airborne Training		As	gmt of Pers with Exceptional Family Members	7^	PV2,	PFC, or SPC)			
9. SIGNATURE OF SOL	DIER (When require	d)		10.	DATE	(YYYYMMDD)			
	SECTION IV - REN	IARKS (A	Applies to Sections II, III, and V) (Conti	nue on :	separate	e sheet)			
AUTHORITY: AR 6	00-8-19, CHAPTE	R 2	IVATE FIRST CLASS E3, OR SPE	CIALI	ST E4)				
EFFECTIVE DATE.	(ENTER EFFECT	IVLDA	TE OF TROMOTION.)						
DATE OF RANK: (I	ENTER THE SAM	E DATE	AS THE EFFECTIVE DATE.)						
			- CERTIFICATION/APPROVAL/DISAPPE						
	_		or that the request for personnel action	_					
HAS BEEN VERIFI			OVAL RECOMMEND DISAPPROV 13. SIGNATURE	'AL	IS AP	PROVED IS DISAPPROVED 14. DATE (YYYYMMDD)			
TERRY B. LEADER	, CPT, AG, Comma	anding							

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DA 4187 ADVANCEMENT (WITH WAIVER)

Circle	the	appropriate copy	designato
Сору	2		Copy 3

Copy 1

Copy 4

	PERSONNEL ACTION For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER									
							-9,			
	HODITY	T:-! F 0 :: 001			BY THE PRIVACY ACT OF	1974				
l	AUTHORITY: Title 5, Section 3012; Title 10, USC, E.O. 9397. PRINCIPAL PURPOSE: Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III).									
ROU	TINE USES:	To initiate the proce	essing of	a personr	nel action being requested by	the soldi	er.			
DISC	CLOSURE:	Voluntary. Failure personnel action.	to provid	e social s	ecurity number may result in	a delay o	or error i	n processing	of the request for	
1. THRU (Include ZIP Code) Commander 1/87th Infantry (Mech) ATTN: S1 Fort Drum, New York 13843			Commander C 87th Infantry Division C			Comr C Co.	nander mpany,	clude ZIP Coo 1/87th Infa New York	ntry (Mech)	
			SE	CTION I -	PERSONAL IDENTIFICATION	<u> </u>				
	IAME <i>(Last, First, N</i> ant, Douglas	AI)			ADE OR RANK/PMOS/AOC 11B1O				SECURITY NUMBER 79-60-1632	
			SECTION	N II - DUT	Y STATUS CHANGE (AR 60	0-8-6)				
7. 1	7. The above soldier's duty status is changed from to									
					effective	hours, _				
			SECTIO	N III - RE	QUEST FOR PERSONNEL AC	TION				
8. I	request the following	ng action: (Check as								
	Service School (Enl o	only)	Sp	ecial Force	s Training/Assignment		Identific	ation Card		
	ROTC or Reserve Con	nponent Duty	Or	n-the-Job T	raining (Enl only)		Identification Tags			
	Volunteering For Over	sea Service	Re	testing in A	Army Personnel Tests		Separat	e Rations		
	Ranger Training		Re	assignmen	t Married Army Couples		Leave -	Excess/Advan	nce/Outside CONUS	
	Reassignment Extrem	e Family Problems	Re	classificati	ion		Change	/DOB		
	Exchange Reassignme	ent (Enl only)	Of	ficer Candi	date School	_ ×	Other (Specify) Advancement to (I			
	Airborne Training		As	gmt of Per	s with Exceptional Family Members	ers	PV2, PFC, or SPC)			
9. 8	SIGNATURE OF SOL	DIER (When require	d)			10.	DATE	(YYYYMMDL)) 	
		SECTION IV - REN	MARKS (Applies to	Sections II, III, and V) (Co	ntinue on	separate	sheet)		
ADVANCED TO: (ENTER PRIVATE E2, PRIVATE FIRST CLASS E3, OR SPECIALIST E4). AUTHORITY: AR 600-8-19, CHAPTER 2 EFFECTIVE DATE: (ENTER EFFECTIVE DATE OF PROMOTION. FOR PROMOTIONS WITH A WAIVER, THE EFFECTIVE DATE WILL BE THE FIRST DAY OF THE PROMOTION MONTH) DATE OF RANK: (ENTER THE SAME DATE AS THE EFFECTIVE DATE.) ADDITIONAL INSTRUCTIONS: (ENTER APPORIATE REMARKS. FOR EXAMPLE "A WAIVER FOR TIG (OR TIS) HAS BEEN GRANTED.")										
11	Lagretify, the state : 1				FICATION/APPROVAL/DISAF		ion III	ontoirI-	a in	
11.	i certify that the du	ιτy status change <i>(Se</i>	ection II)	or that t	he request for personnel acti	on (Secti	ion III) c	contained her	ein -	
12	HAS BEEN VERIFI	ED RECOMME			RECOMMEND DISAPPRO	OVAL	IS API	PROVED 14 DATE	IS DISAPPROVED (YYYYMMDD)	
12.	COMMANDER/AU I	HONIZED KEPKESEN	IATIVE	13. 5	GIVATURE			14. DAIE	(TTTYIVIIVID)	
TER	RY B. LEADER,	CPT, AG, Comma	anding							

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DA 4187 DENIED ADVANCEMENT

Circle the appropriate copy designator
Copy 1 Copy 2 Copy 3 Copy 4

	ору і		opy 2	Copy 3			Copy 4	
PERSONNEL ACTION For use of this form, see AR 600-8-6 and DA PAM 600-8-21; the proponent agency is ODCSPER								
DATA REQUIRED BY THE PRIVACY ACT OF 1974								
AUTHORITY: Title 5, Section 3012; Title 10, USC, E.O. 9397.								
PRINCIPAL PURPOSE:	Used by soldier in accordance with DA PAM 600-8-21 when requesting a personnel action on his/her own behalf (Section III).							
ROUTINE USES: T	To initiate the processing of a personnel action being requested by the soldier.							
DISCLOSURE: Voluntary. Failure to provide social security number may result in a delay or error in processing of the personnel action.						n processing of the request for		
1. THRU (Include ZIP Code)		2. TO (Include ZIP Code)			3. FR	3. FROM (Include ZIP Code)		
Commander						nander		
1/87th Infantry (Mech)		87th Infantry Division			C Cor	C Company, 1/87th Infantry (Mech) Fort Drum, New York 13843		
ATTN: S1 Fort Drum, New York 13843		Fort Drum, New York 13843			Fort L	Fort Drum, New York 13843		
SECTION I - PERSONAL IDENTIFICATION								
4. NAME (Last, First, MI) Byrant, Douglas		5. GRADE OR RANK/PMOS/AOC PFC / 11B1O				6. SOCIAL SECURITY NUMBER 979-60-1632		
SECTION II - DUTY STATUS CHANGE (AR 600-8-6)								
7. The above soldier's duty status is changed from to to effective hours,								
SECTION III - REQUEST FOR PERSONNEL ACTION								
8. I request the following	action: (Check as	appropria	te)					
Service School (Enl only)		Special Forces Training/Assignment			Identification Card			
ROTC or Reserve Component Duty		On-the-Job Training (Enl only)			Identific	ation Tags		
Volunteering For Oversea Service		Retesting in Army Personnel Tests			Separate Rations			
Ranger Training		Rea	ssignment Married Army Co	uples		Leave -	Excess/Advance/Outside CONUS	
Reassignment Extreme	amily Problems	Rec	lassification				of Name/SSN/DOB	
Exchange Reassignment (Enl only)		Officer Candidate School		→ A DX 7A		Specify) Advancement to (Enter		
Airborne Training		Asgmt of Pers with Exceptional Family Members				PFC, or SPC)		
9. SIGNATURE OF SOLDIER (When required)					10. DATE (YYYYMMDD)			
SECTION IV - REMARKS (Applies to Sections II, III, and V) (Continue on separate sheet)								
ADVANCEMENT TO: (ENTER PRIVATE E2, PRIVATE FIRST CLASS E3, OR SPECIALIST E4) IS DENIED. AUTHORITY: AR 600-8-19, CHAPTER 2								
SECTION V - CERTIFICATION/APPROVAL/DISAPPROVAL								
11. I certify that the duty					_			
HAS BEEN VERIFIED RECOMMEND APPROVAL RECOMMEND DISAPPROVAL 12. COMMANDER/AUTHORIZED REPRESENTATIVE 13. SIGNATURE						IS API	PROVED IS DISAPPROVED 14. DATE (YYYYMMDD)	
TERRY B. LEADER, CPT, AG, Commanding								

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